



DU PAGE COUNTY

Finance Committee

Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, January 28, 2025

8:00 AM

County Board Room

1. CALL TO ORDER

8:00 AM meeting was called to order by Chair Garcia at 8:00 AM.

A motion was made by Member DeSart and seconded by Member Rutledge to allow for remote participation. Upon a voice vote, the motion passed.

2. ROLL CALL

PRESENT	Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Zay
REMOTE	Yoo

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIRWOMAN'S REMARKS - CHAIR GARCIA

Chair Garcia stated that her comments regarding federal funding for grants and programs will take place under New Business.

5. APPROVAL OF MINUTES

5.A. [25-0295](#)

Finance Committee - Regular Meeting - Tuesday, January 14, 2025

RESULT:	APPROVED
MOVER:	Sam Tornatore
SECONDER:	Saba Haider

6. BUDGET TRANSFERS

6.A. [25-0351](#)

Transfer of funds from 1100-1212-50080 (salary & wage adjustments) to 1100-1212-51000 (benefit payments), in the amount of \$4,669, to move funds into benefit payments to cover vacation payout for FY2024. (Finance - Tort Liability)

RESULT:	APPROVED
MOVER:	Saba Haider
SECONDER:	Lucy Evans

6.B. [25-0352](#)

Transfer of funds from 1000-1180-50080 (salary & wage adjustments) and 1000-1180-51010 (employer share I.M.R.F.) to 1000-6100-50000 (regular salaries) and 1000-6500-51010 (employer share I.M.R.F.), in the amount of \$8,050, to cover the remaining shortages in personnel lines for Probation Services and the State's Attorney's Office for FY2024.

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Kari Galassi

6.C. [25-0353](#)

Transfer of funds from 1000-5700-53806 (software & maintenance) to 1000-5700-54100-0700 (IT equipment - capital lease), in the amount of \$87, to cover the negative line balance from FY2024. (Regional Office of Education)

RESULT:	APPROVED
MOVER:	Sheila Rutledge
SECONDER:	Kari Galassi

6.D. [25-0360](#)

Transfer of funds from 1000-5700-53806 (software & maintenance) to 1000-5700-50040 (part time help), in the amount of \$1,815, to cover final payroll from FY2024. (Regional Office of Education)

RESULT:	APPROVED
MOVER:	Andrew Honig
SECONDER:	Lucy Evans

6.E. [25-0365](#)

Transfer of funds from 1000-5700-53090 (other professional services) to 1000-5700-50000 (regular salaries), 1000-5700-51010 (employer share I.M.R.F.) and 1000-5700-51030 (employer share social security), in the amount of \$23,174, to cover the pay increase for the administrative assistant for FY2025. (Regional Office of Education)

RESULT:	APPROVED
MOVER:	Saba Haider
SECONDER:	Andrew Honig

6.F. [25-0350](#)

Budget Transfers 01-28-2025 - Various Companies and Accounting Units

RESULT:	APPROVED
MOVER:	Andrew Honig
SECONDER:	Sheila Rutledge

7. **PROCUREMENT REQUISITIONS**A. **Animal Services - Krajewski**7.A.1. [AS-P-0002-25](#)

Recommendation for the approval of a contract to Midwest Veterinary Supply, Inc., for the purchase of a Cold Laser Therapy System, for Animal Services, for the period of January 29, 2025 through January 28, 2026, for a contract total amount not to exceed \$33,919.42; per lowest responsible quote #24-104-ANS.

RESULT:	APPROVED
MOVER:	Brian Krajewski
SECONDER:	Saba Haider

B. **Economic Development - Yoo**

A motion was made by Member Yoo and seconded by Member Galassi to discharge the Economic Development Committee for item 7.B.1. Upon a voice vote, the motion passed.

7.B.1. [25-0356](#)

Transfer of funds from 5000-2840-50000 (regular salaries) to 5000-2840-51000 (benefit payments), in the amount of \$6,149, to provide funds to cover benefit payments (vacation & sick time payouts) to specific employees and to cover compensated absence accruals for FY24.

RESULT:	APPROVED
MOVER:	Yeena Yoo
SECONDER:	Saba Haider

C. **Human Services - Schwarze**

7.C.1. [HS-R-0003-25](#)

Recommendation of approval of a first modification to Community Development Block Grant (CDBG) Agreement with Bridge Communities, Inc., Stability Program for Families Experiencing Homelessness, Project Number CD24-05, adding eligible reimbursement of costs for two additional direct service staff to the project scope. (Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Sadia Covert

7.C.2. [HS-R-0004-25](#)

2025-2029 Consolidated Plan and 2025 Annual Action Plan element of the Consolidated Plan, DuPage County Consortium – FIRST READING - Acceptance of the 2025-2029 Consolidated Plan and 2025 Annual Action Plan element of the 2025-2029 Consolidated Plan (Public Comment Period) for Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) programs to qualify and receive the Department of Housing and Urban Development (HUD) grant funds.

RESULT:	FIRST READING
MOVER:	Greg Schwarze
SECONDER:	Sadia Covert

D. Judicial and Public Safety - Evans

A motion was made by Member Evans and seconded by Member Haider to discharge the Judicial and Public Safety Committee from item 7.D.1. Upon a voice vote, the motion passed.

7.D.1. [JPS-P-0011-25](#)

Recommendation for the approval of a contract purchase order to the DuPage County Health Department, to provide a court navigator for court participants in the 18th Judicial Circuit, for the period of February 1, 2025 through November 30, 2025, for a contract total amount not to exceed \$48,000. (18th Judicial Circuit Court)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Saba Haider

7.D.2. [JPS-CO-0001-25](#)

Amendment to Purchase Order 7032-0001 SERV, issued to Trinity Services Group, to increase the contract encumbrance in the amount of \$100,345, for a new contract total not to exceed \$1,325,376, an increase of 8.19%. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Saba Haider

7.D.3. [JPS-P-0007-25](#)

Recommendation for the approval of a contract purchase order to Axon Enterprise, Inc., for the purchase of an interview recording system, for the Sheriff's Office, for the period of February 1, 2025 through November 30, 2028, for a contract total amount not to exceed \$172,633.19. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell Contract #101223-AXN). (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Jim Zay

E. Legislative - DeSart7.E.1. [LEG-P-0001-25](#)

Recommendation for the approval of a County Contract to McGuireWoods Consulting LLC, to provide Consulting Services as Lobbyists representing DuPage County before the U.S. Congress and the Federal Executive Branch for DuPage County's Division of Transportation, Public Works, Stormwater Management and all other County departments and agencies, for the period of February 1, 2025 through January 31, 2026, for the County Board, for a contract total amount not to exceed \$96,000. Other Professional Services not suitable for competitive bid per 55 ILCS 5/5-1022(c). Vendor selected pursuant to DuPage County Procurement Ordinance 2-353(1)(b).

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Sadia Covert

F. Public Works - Childress

7.F.1. [FM-P-0001-25](#)

Recommendation for the approval of a contract to Red Wing Brands of America, Inc., to furnish safety shoes and work boots, as needed for Facilities Management, Public Works, Stormwater, Care Center, and the Division of Transportation, for the period February 23, 2025 through February 22, 2026, for a contract total not to exceed \$46,400 (Facilities Management \$11,400, Public Works \$10,000, Stormwater \$4,500, Care Center \$3,500, and Division of Transportation \$17,000); per RFP #21-096-FM, third and final option to renew.

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Jim Zay

G. Technology - Covert7.G.1. [TE-CO-0001-25](#)

Amendment to County Contract 5778-0001-SERV, issued to Revize LLC, for professional services to plan, design, and implement a custom website and to provide annual hosting, support, and maintenance, for Information Technology, to increase the encumbrance by \$16,500, resulting in an amended contract total of \$188,600, an increase of 9.59%.

RESULT:	APPROVED
MOVER:	Sadia Covert
SECONDER:	Greg Schwarze

H. Transportation - Ozog7.H.1. [DT-P-0004-25](#)

Recommendation for the approval of a contract to RTA Fleet Success, for fleet management software, for the Division of Transportation, for the period of February 1, 2025 through January 31, 2026, for a contract total not to exceed \$46,317.75. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell contract #020221-RTA).

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Dawn DeSart

7.H.2. [DT-P-0006-25](#)

Recommendation for the approval of a contract with Monroe Truck Equipment, Inc., to furnish and install two (2) dump bodies on (2) Ford F-550 chassis, for the Division of Transportation, for the period of January 28, 2025 through November 30, 2025, for a contract total not to exceed \$74,797. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell #062222-AEB).

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Jim Zay

7.H.3. [DT-P-0005-25](#)

Recommendation for the approval of a contract to Sutton Ford, Inc., to furnish and deliver two (2) Ford F-550 Super Cab Chassis, for the Division of Transportation, for the period of January 28, 2025 through November 30, 2025, for a contract total not to exceed \$144,260. Contract pursuant to ILCS 525/2 "Governmental Joint Purchasing Act" (Suburban Purchasing Cooperative Contract # 227).

RESULT:	APPROVED
MOVER:	Mary Ozog
SECONDER:	Saba Haider

8. FINANCE RESOLUTIONS

8.A. [FI-R-0018-25](#)

Acceptance and appropriation of additional funding for the Aging-Case Coordination Unit for PY25 in the amount of \$10,000, for the period of October 1, 2024 through September 30, 2025, Company 5000 - Accounting Unit 1660. (Community Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Sheila Rutledge

8.B. [FI-R-0019-25](#)

Acceptance and appropriation of interest earned on investment for the Family Self-Sufficiency Program, Company 5000 - Accounting Unit 1700 in the amount of \$1,365. (Community Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Kari Galassi

8.C. [FI-R-0020-25](#)

Acceptance and appropriation of interest earned on investment for the DuPage Animal Friends Unrestricted PY24 Grant, Company 5000 - Accounting Unit 1310, \$1,428. (Animal Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Saba Haider

8.D. [FI-R-0021-25](#)

Acceptance and appropriation of the ILDCEO Community Services Block Grant PY25 Inter-Governmental Agreement no. 25-231028, Company 5000 - Accounting Unit 1650, in the amount of \$1,269,609. (Community Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Sheila Rutledge

8.E. [FI-R-0012-25](#)

Additional appropriation for the Animal Services Fund, Company 1100 - Accounting Unit 1300, \$3,066,910. (Animal Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Saba Haider

8.F. [FI-R-0013-25](#)

Additional appropriation for the Animal Services Fund, Company 1100 - Accounting Unit 1300, \$87,750. (Animal Services)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Sheila Rutledge

8.G. [FI-R-0022-25](#)

Authorizing execution of an Intergovernmental Agreement between Wheaton Park District and DuPage County on behalf of the DuPage County Clerk for polling place accessibility improvements. (County Clerk - Election Division)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Sheila Rutledge

8.H. [FI-R-0017-25](#)

Approval of "Round 2" of the Small Agency Grant Program, in the amount of \$1,050,000. (ARPA INTEREST)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Greg Schwarze

8.I. [FI-R-0024-25](#)

Approval of an agreement between the County of DuPage and DuPagePads, for additional sheltering capacity, in the amount of \$200,000. (Housing Solutions Program Fund)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Greg Schwarze

9. INFORMATIONAL

A motion was made by Member Cahill and seconded by Member Galassi to receive and place on file: Payment of Claims, Wire Transfers, Appointments, and Grant Proposal Notifications. Upon a voice vote, the motion passed.

A. Payment of Claims9.A.1. [25-0236](#)

01-09-2025 Auto Debit Paylist

9.A.2. [25-0237](#)

01-10-2025 Paylist

9.A.3. [25-0288](#)

01-14-2025 Paylist

9.A.4. [25-0329](#)

01-17-2025 Paylist

9.A.5. [25-0338](#)

01-17-2025 Auto Debit Paylist

B. Wire Transfers9.B.1. [25-0224](#)

01-09-2025 Corvel Wire Transfer

9.B.2. [25-0246](#)

01-09-2025 IDOR Wire Transfer

C. Appointments9.C.1. [CB-R-0007-25](#)

Appointment of John Demling to the DuPage County Ethics Commission.

9.C.2. [CB-R-0008-25](#)

Appointment of Andrew Honig to the Emergency Telephone System Board (County Board Member).

D. Grant Proposal Notifications9.D.1. [25-0290](#)

GPN 001-25 PY25 Community Development Block Grant, U.S. Department of Housing and Urban Development, Community Services, \$3,663,504.

9.D.2. [25-0291](#)

GPN 002-25 PY25 HOME Investment Partnerships Program, U.S. Department of Housing and Urban Development , Community Services, \$1,556,110.

9.D.3. [25-0292](#)

GPN 003-25 PY25 Emergency Solutions Grant, U.S. Department of Housing and Urban Development, Community Services, \$286,741.

RESULT: APPROVED THE CONSENT AGENDA**MOVER:** Cynthia Cronin Cahill**SECONDER:** Kari Galassi**AYES:** Childress, Covert, Cronin Cahill, DeSart, Eckhoff, Evans, Galassi, Garcia, Haider, Honig, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Zay**REMOTE:** Yoo**10. PRESENTATIONS**

10.A. Surplus Presentation

Jeff Martynowicz, Chief Financial Officer, provided a FY2024 budget update to the Committee. A summary of all sales taxes was provided first. Sales taxes are estimated to be \$4,959,157 over the FY2024 budgeted amount. State income tax was reviewed next. State income tax is estimated to be \$2,291,888 over the FY2024 budgeted amount. Cannabis taxes were reviewed next. Cannabis taxes are estimated to be \$101,207.75 under the FY2024 budgeted amount. Per the County's consolidated income statement, there is an estimated surplus of \$12,326,743 in the General Fund for FY2024.

Chair Conroy previously recommended a surplus allocation of \$7,000,000 on September 20, 2024. This included funding such as: \$3M towards Facilities Management Capital, \$1M towards the Campus Flood Proofing Project, \$1M towards the Stormwater Elmhurst Quarry Project, \$1M towards the Vehicle Replacement Fund, and \$1M towards the General Fund Reserve Contribution. By a show of hands, Committee members gave their consensus to move forward with the Chair's recommended surplus allocation with no date restrictions.

Committee members also gave their consensus to move forward with the following surplus allocations with no date restrictions: \$250K for the Sheriff's Office/ETSB radio tower improvements, \$72K for the Jerome McBride, Jr. Bridge repairs, \$62K for Family Center furniture replacement, \$33K for 501 parking lot security gates repairs, and \$500K to the General Fund.

Committee members gave consensus to put money aside, but not spend until June 1, 2025, for the following items: \$1.5M towards the Stormwater Elmhurst Quarry Project, \$1.5M towards Facilities Management Infrastructure Projects, \$250K towards the DuPage County Historical Museum Capital Projects, and \$709,743 towards the Department of Transportation Maintenance Garage. The Committee members gave consensus to put a hold on spending for the York Township Water Main Project (\$450K).

10.B. Small Agency Grant Program Presentation

Mary Catherine Wells, Deputy Chief Financial Officer, provided the Committee with a brief overview of "Round 1" of the Small Agency Grant Program. Changes to "Round 2" of the program were also discussed based off of feedback from "Round 1". The application portal will be open January 29, 2025 through April 4, 2025. A webinar is scheduled for Thursday, February 6, 2025 for interested agencies to learn more about the program, eligibility, and criteria.

11. OLD BUSINESS

No old business was discussed.

12. NEW BUSINESS

Due to time constraints, the discussion pertaining to federal funding for grants and programs was moved to New Business on the County Board agenda.

13. ADJOURNMENT

The meeting was adjourned at 9:54 AM.